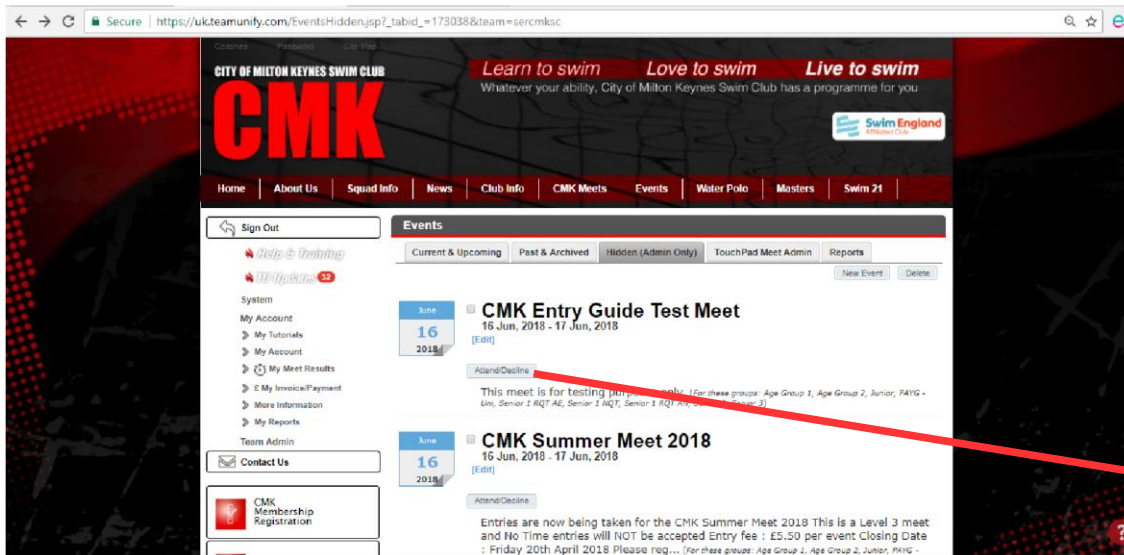
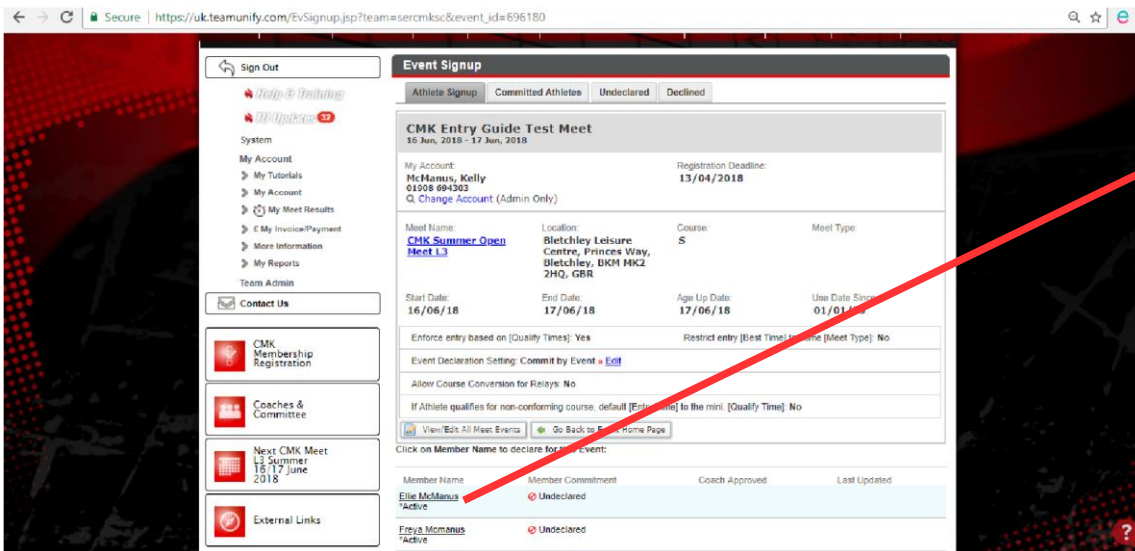


Parent's Guide to on line meet entry

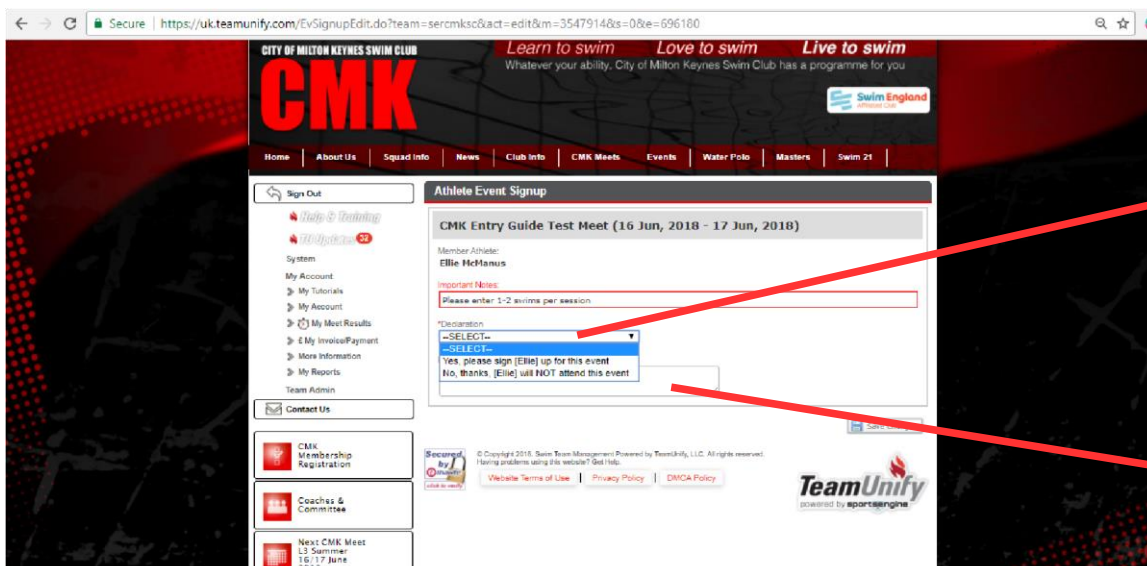
This is how external meets and all CMK hosted meets are entered. Please follow our easy-to-use guide for entry for your swimmer.



- Click on the 'Attend' button next to the meet you want to enter



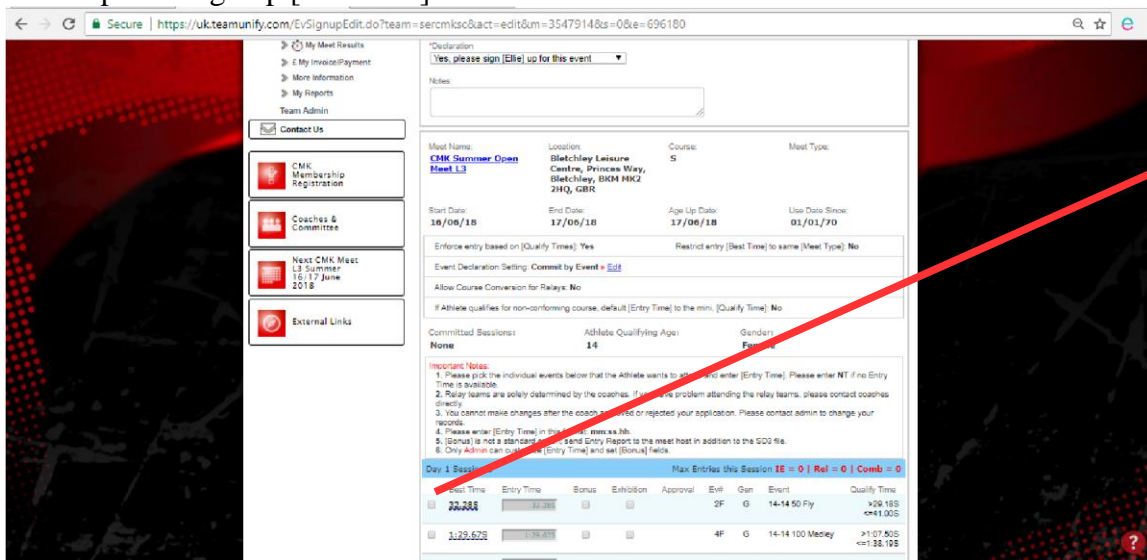
- Select the Swimmer's Name



Declaration drop down box

Additional Notes Field

- Once the swimmer is selected, click on the 'Declaration' drop down box and select 'Yes, please sign up [swimmer] for this event'



Select Events to enter

- A list of events will now be available (based on age and gender) and times will be automatically populated.
- Select the events to enter by ticking the box beside the entry time – you can also add any notes
- Once the events have been selected, click save.
- If you have other swimmers repeat the steps after selecting the next swimmer.

Please Note: Only best times will show from the meets that have been loaded to TU. Only meets that CMK attended as a team will be automatically loaded. Please email externalmeet.cmks@gmail.com if you think there's a time missing.

Secure | https://uk.teamunify.com/EvSignup.jsp?event_id=696180&account_id=2866326&team=sercmksc

Event Signup

Athlete Signup | Committed Athletes | Undeclared | Declined

CMK Entry Guide Test Meet
16 Jun, 2018 - 17 Jun, 2018

My Account: **McManus, Kelly** 01908 694202
Registration Deadline: 13/04/2018
Change Account (Admin Only)

Meet Name: **CMK Summer Open Meet L3** | Location: **Bletchley Leisure Centre, Princes Way, Bletchley, BKM MK2 2HQ, GBR** | Course: **S** | Meet Type: **S**

Start Date: 16/06/18 | End Date: 17/06/18 | Age Up Date: 17/06/18 | Use Date Since: 01/01/70

Enforce entry based on [Qualify Times]: Yes | Restrict entry [Best Time] to same [Meet Type]: No

Event Declaration Setting: Commit by Event [Edit](#)

Allow Course Conversion for Relays: No

If Athlete qualifies for non-conforming course, default [Entry Time] to the min. [Qualify Time]: No

View/Edit All Meet Events | Go Back to Event Home Page

Click on Member Name to declare for this Event:

Member Name	Member Commitment	Coach Approved	Last Updated
Ella McManus *Active	✓ Committed	# 2F (d1s1): G 14-14 50 Fly (32.288) Approved # 8F (d1s1): G 14-14 200 Free (2:18.705) Approved	03/04/18 10:44 AM
Evelyn McManus *Active	✓ Committed	# 8D (d1s1): G 12-12 200 Free (2:40.735) Approved # 16D (d1s2): G 12-12 50 Back (40.048) Approved	03/04/18 10:45 AM
Kelly McManus *Active	○ Undeclared		

Events entered

- A list of events entered will be shown against the swimmer

Secure | https://uk.teamunify.com/EvSignup.jsp?event_id=696180&account_id=2866326&team=sercmksc

Event Signup

Athlete Signup | Committed Athletes | Undeclared | Declined

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Kelly McManus *Active	○ Undeclared		

Approved events

- The coaches will then approve your selection. When they have approved the events they will show as 'approved'
- Once your events have been approved members can also view these on the 'On Deck' app under 'Future Meets'.
- Your account will be invoiced (normally after that accepted entries are published) with the amount to pay. Please arrange to pay any outstanding meet entry fees within 7 days.